

City of Battle Creek, Michigan  
Community Development

# CAPER Report

2016-2017

Prepared for the  
U.S. Department of Housing  
and Urban Development



## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan.**

#### **91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The City of Battle Creek, through its Community Development Division, is the entitlement grant administrator of the City's allocation of Community Development Block Grant (CDBG) program and HOME Investment Partnership (HOME) program. The Consolidated Annual Performance and Evaluation Report (CAPER) meets the reporting requirements in Section 104(e) of the Housing and Community Development Act of 1974, as amended, 24 CFR Part 91 regarding the Consolidated Planning requirements.

The CAPER provides information on the outcomes of projects and activities proposed in the City's 2016-17 Annual Action Plan highlighting the community development initiatives accomplished during the period of July 1, 2016 through June 30, 2017. This is the City of Battle Creek's second annual performance report for the Program Year (PY) 2015 – 2019 Consolidated Plan.

In the 2016-17 program year the City of Battle Creek's Community Development Division made progress towards fulfilling the goals of the City's 2015-19 Consolidated Plan by administering programs and engaging in numerous collaborative efforts to address community needs prioritized in the plan. Because programs funded with CDBG and HOME funds have numeric goals associated with them in the Department of Housing and Urban Development's (HUD) online reporting system (called IDIS), they are evaluated in this report quantitatively using charts and maps as well as qualitatively through narrative. Much of the collaborative work does not have numeric goals associated with it in IDIS, so the results are only reported in the narratives.

#### **Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

| Goal                               | Category   | Source / Amount | Indicator   | Unit of Measure        | Expected – Strategic Plan | Actual – Strategic Plan | Percent Complete | Expected – Program Year | Actual – Program Year | Percent Complete |
|------------------------------------|--|-----------------|---|------------------------|---------------------------|-------------------------|------------------|-------------------------|-----------------------|------------------|
| Demolition                         | Non-Housing Community Development Blight elimination | CDBG: \$        | Buildings Demolished                              | Buildings              | 35                        | 7                       | 20.00%           | 9                       | 0                     | 0.00%            |
| Housing Code Enforcement           | Affordable Housing Non-Housing Community Development | CDBG: \$        | Housing Code Enforcement/Foreclosed Property Care | Household Housing Unit | 11200                     | 4243                    | 37.88%           | 2800                    | 4243                  | 151.54%          |
| Housing Code Enforcement           | Affordable Housing Non-Housing Community Development | CDBG: \$        | Other   | Other                  | 14545                     | 14545                   | 100.00%          |                         |                       |                  |
| Placemaking and strategic planning | Affordable Housing Non-Housing Community Development | CDBG: \$        | Other   | Other                  | 5                         | 2                       | 40.00%           |                         |                       |                  |
| Production of new rental units     | Affordable Housing                                   | CDBG: \$        | Rental units constructed                          | Household Housing Unit | 20                        | 0                       | 0.00%            |                         |                       |                  |

|  |   |                     |  |                        |     |    |         |    |    |        |
|--|---|---------------------|--|------------------------|-----|----|---------|----|----|--------|
| Program Delivery                               | Program Administration  | CDBG: \$ / HOME: \$ | Other  | Other                  | 1   | 1  | 100.00% |    |    |        |
| Public Infrastructure / Street improvements    | Non-Housing Community Development                                     | CDBG: \$            | Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit | Households Assisted    | 54  | 54 | 100.00% |    |    |        |
| Public Services                                | Homeless Non-Homeless Special Needs Non-Housing Community Development | CDBG: \$            | Public service activities other than Low/Moderate Income Housing Benefit             | Persons Assisted       | 200 | 0  | 0.00%   |    |    |        |
| Public Services                                | Homeless Non-Homeless Special Needs Non-Housing Community Development | CDBG: \$            | Public service activities for Low/Moderate Income Housing Benefit                    | Households Assisted    | 100 | 0  | 0.00%   |    |    |        |
| Rehabilitation and repair of homeowner housing | Affordable Housing  | CDBG: \$ / HOME: \$ | Homeowner Housing Added  | Household Housing Unit | 0   |    |         | 0  |    |        |
| Rehabilitation and repair of homeowner housing | Affordable Housing  | CDBG: \$ / HOME: \$ | Homeowner Housing Rehabilitated  | Household Housing Unit | 280 | 85 | 30.36%  | 65 | 35 | 53.85% |

|  |                             |                           |  |                        |    |    |         |    |   |        |
|--|-----------------------------|---------------------------|--|------------------------|----|----|---------|----|---|--------|
| Rehabilitation and repair of homeowner housing | Affordable Housing          | CDBG: \$ / HOME: \$       | Direct Financial Assistance to Homebuyers        | Households Assisted    | 0  | 0  |         | 1  | 0 | 0.00%  |
| Rehabilitation of existing rental units        | Affordable Housing          | CDBG: \$175000 / HOME: \$ | Rental units rehabilitated                       | Household Housing Unit | 2  | 2  | 100.00% | 4  | 0 | 0.00%  |
| Rental Assistance                              | Affordable Housing Homeless | HOME: \$                  | Tenant-based rental assistance / Rapid Rehousing | Households Assisted    | 90 | 28 | 31.11%  | 15 | 7 | 46.67% |

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

The City of Battle Creek's 2015-19 Consolidated Plan detailed 15 priority need areas to be addressed. All strategies and goals are associated in the plan with one or more of these priority needs:

- Improve property conditions in LMI neighborhoods\*
- Reduce blighted vacant and abandoned buildings\*
- Preserve affordable housing
- Increase affordable housing through new units
- Ensure the safety of rental housing\*
- Help LMI households sustain their housing
- Help people access affordable housing
- Improve fair housing awareness and accountability\*
- Improve vibrancy and amenities in LMI areas
- Increase public services to access housing and employment
- Increase community engagement\*
- Increase employment opportunities and training
- Infrastructure improvements: place-making
- Infrastructure that supports affordable housing
- Support collaborative homelessness efforts\*

Please note that Community Development staff have simplified this list for presentations to the public during the 2016-17 program year in order to make it easier to communicate where community development resources are being invested. The simplified list is eight priority needs including the six that are starred above. Needs related to increasing, preserving, and sustaining people in housing are condensed into "develop, preserve and help people access quality, affordable housing". Needs that address vibrancy, neighborhood amenities, infrastructure improvements and place-making are condensed into "improve amenities and infrastructure in LMI areas through place-making".

"Increase employment opportunities and training" is left off the list in public presentations because while it is a priority for the community, it is largely being addressed through a larger community-wide economic development effort called BC Vision. This effort is being led and supported by a wide range of community stakeholders including the Kellogg Company, the WK Kellogg Foundation, the Battle Creek Community Foundation, Battle Creek Unlimited, local school districts, the WK Kellogg Community College, and dozens of non-profits, employers, small businesses, and resident groups. BC Vision has six action teams: College and Career Readiness, Kindergarten Readiness, Culture of Vitality, Workforce Development, Small Business, and Large Business.

The City of Battle Creek is very much involved in the work of BC Vision, particularly in the area of creating a culture of vitality. The Battle Creek City Manager is on the BC Vision steering committee and the Assistant City Manager is one of the co-chairs off the Culture of Vitality action team. Numerous city staff from various city departments are participating in the culture of vitality action team.

The following accomplishments from the 2016-17 program year highlight the progress being made to address priority needs:

*Improve property conditions in LMI neighborhoods*

- Code Compliance completed 4,243 enforcements within CDBG target areas, addressing blight, health and safety issues related to housing.

*Reduce blighted vacant and abandoned buildings*

- Code Compliance completed 139 new enforcements on vacant, abandoned or dangerous buildings in CDBG target areas. As many as 710 vacant or abandoned buildings were monitored monthly during the program year.
- The City demolished seven properties in CDBG target areas using State of Michigan Hardest Hit funds.
- In the 2016-17 program year the Calhoun County Land Bank Authority was awarded \$3.8 million to demolish blighted vacant and abandoned property in Calhoun County. About two-thirds of those funds will be used to remove blighted properties in Battle Creek. Data and planning from the City's Consolidated Plan were used in the application for these funds. Demolitions began in the spring of 2017 and will continue into 2018.

*Ensure the safety of rental housing*

- Code Compliance completed 603 rental inspections in CDBG target areas.
- Participated in the Rental Housing Roundtable, a sub-committee of the Battle Creek Area Homeless Coalition which meets monthly and organizes quarterly Landlord Dinner & Discussions to improve relationships with area rental property owners and provide education about available supportive services, utility assistance, fair housing, legal rights and responsibilities, rental registration, code compliance and other topics. Attendance, event evaluations and feedback have been overwhelmingly positive.

*Develop, preserve and help people access quality, affordable housing*

- The City's Minor Home Repair program completed 31 projects for low and moderate income home owners.
- Community Action completed three home rehab projects using City HOME program funds.
- The City's HOME Homeowner Rehab program started construction on four projects in a targeted area in the North Central Neighborhood Planning Council (NPC). These projects are scheduled for completion in August and September.
- Community Action completed implementation of a Tenant Based Rental Assistance Program that was begun in the 2015-16 program year, resulting in 4 additional households being provided rental assistance during the 2016-17 program year.
- Salvation Army began implementation of a Tenant Based Rental Assistance program in 2016-17 that resulted in 3 households being provided rental assistance.

*Improve fair housing awareness and accountability*

- Contracted with the Fair Housing Center of Southwest Michigan to do 16 fair housing trainings.

- Contracted with the Fair Housing Center to conduct the following three systemic investigations: criminal history disparate impact investigation; homeowners insurance investigation; national origin investigation. 120 tests were conducted across all three investigations.
- The City reconstituted its Human Relations Board in 2015. In addition to other equity matters related to city business, the board reviews and advises on fair housing issues and the results of systemic investigations. A representative from Community Development attended all meetings in 2016-17 program year.
- Worked with the Fair Housing Working Group, a subcommittee of the Human Relations Board (HRB) comprised of HRB members and a group of African American pastors from area churches, to engage the African American community around the findings of the 2015-16 Realtor Fair Housing Investigation. This effort is ongoing, with the pace and timing being determined by participating African American leaders. To date it has included numerous training opportunities for both house seekers as well as housing professionals. A report on the feed back and recommendations from the African American community on next steps is expected to be completed in the fall of 2017.

*Increase community engagement*

- Community Development staff completed six workshops on community needs with neighborhood planning councils and one with 35 consumers at a drop-in day shelter for homeless people. These were in addition to four public hearings held annually as part of the planning and reporting process for the annual action plan.
- Worked with North Central NPC members to do an assessment of neighborhood needs and plan intervention activities. Four ideas were fleshed out, one of which resulted in the resident group partnering with Southwest Michigan CDC on an application to the Michigan State Housing Development Authority (MSHDA) for a \$35,000 Neighborhood Improvement Grant. Community Development staff continue to provide support to this effort which will result in assisting up to 30 homeowners in the NPC with porch and curb appeal improvements to their homes.
- Community Development staff provided community engagement support to the City's Byrne Innovation grant. During the 2016-17 program year this largely consisted of consultation and planning for the 2017-18 program year. Implementation begins in September and includes providing leadership training for 40 residents, a neighborhood ambassador program, and the creation of four Neighborhood Engagement, Assessment & Triage (NEAT) Teams made up of residents, police, community development staff and other neighborhood stakeholders.

*Improve amenities and infrastructure in LMI areas through place-making*

- One streets project was completed in 2016-17 program year.

*Support collaborative homelessness efforts*

- Community Development staff participated in the Homeless Coalition of Greater Battle Creek and Calhoun County, attending monthly meetings, serving on its executive board, and participating on various sub-committees.
- The City of Battle Creek's Parks and Recreation facility, Full Blast, hosted and City staff helped organize the 2016 Homeless Health Fair and VA Stand Down attended by 494 homeless individuals.



## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

|   | CDBG      | HOME      |
|---|-----------|-----------|
| White                                     | 18        | 4         |
| Black or African American                 | 13        | 7         |
| Asian                                     | 0         | 0         |
| American Indian or American Native        | 0         | 0         |
| Native Hawaiian or Other Pacific Islander | 0         | 0         |
| <b>Total</b>                              | <b>31</b> | <b>11</b> |
| Hispanic                                  | 2         | 0         |
| Not Hispanic                              | 29        | 11        |

**Table 2 – Table of assistance to racial and ethnic populations by source of funds**

### Narrative

The numbers represent outcomes from the CDBG and HOME programs. The number of persons served includes persons served through the minor home repair program, the home owner rehab program, the acquisition/rehab/resale program, and tenant based rental assistance program.

African-Americans made up 47.6 percent of beneficiaries served by City housing programs, a level considered slightly higher than the proportionate need. While African Americans make up 16.6 percent of the general population in Battle Creek, they comprise 42 percent of Battle Creek's severe housing cost burdened population and 41 percent of the low- and moderate- income population. Since City housing programs are targeted at low- and moderate- income families, in particular those that experience housing cost hardships, the expectation is that roughly 40 percent of the beneficiaries of our program would be African American. Hispanic and Latino persons make up 6.7 percent of the population, and made up only 4.8 percent of the beneficiaries of CDBG and HOME programs in the 2016-17 program year.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

| Source of Funds                                    | Source   | Resources Made Available | Amount Expended During Program Year |
|--|--|--------------------------|-------------------------------------|
| CDBG   | CDBG   | 1,227,173                | 897,515                             |
| HOME   | HOME   | 221,094                  | 207,633                             |
| HOPWA  | HOPWA  | 0                        |                                     |
| ESG  | ESG  | 0                        |                                     |
| Competitive McKinney-Vento Homeless Assistance Act | Competitive McKinney-Vento Homeless Assistance Act | 0                        |                                     |
| Continuum of Care                                  | Continuum of Care                                  | 0                        |                                     |
| HUD-VASH   | HUD-VASH   | 0                        |                                     |
| Other  | Other  | 0                        |                                     |

**Table 3 - Resources Made Available**

### Narrative

CDBG available:

- CDBG General Administration \$98,597
- Strategic Planning \$121,557
- Code Enforcement \$290,000
- Housing Rehab – Minor Home Repair \$464,000
- Rental Rehabilitation Program \$175,000
- Demolition Program \$77,999

HOME available

- HOME General Administration \$22,109
- Home Owner Rehabilitation \$137,485
- Acquisition/Development/Resale \$35,000
- Tenant Based Rental Assistance \$26,500

### Identify the geographic distribution and location of investments

| Target Area                          | Planned Percentage of Allocation | Actual Percentage of Allocation | Narrative Description |
|--------------------------------------|----------------------------------|---------------------------------|-----------------------|
| Fremont/McKinley Revitalization Area | 15                               | 20                              |                       |

|                                   |    |    |  |
|-----------------------------------|----|----|--|
| Northcentral Revitalization Area  | 30 | 28 |  |
| Post/Franklin Revitalization Area | 20 | 1  |  |
| Urbandale Revitalization Area     | 15 | 33 |  |
| Wilson/Coburn Revitalization Area | 20 | 9  |  |

**Table 4 – Identify the geographic distribution and location of investments**

## **Narrative**

The Urbandale Revitalization Area received the most CDBG and HOME resources, with two thirds coming from three HOME homeowner rehab projects started in 2015 that completed in 2016. The HOME homeowner rehab program was targeted in Urbandale in 2014 and 2015. Starting in 2016 the program has been targeted for the Northcentral Revitalization Area where funds are currently committed to four projects. Construction is expected to be completed on all four in September, 2017.

The distribution of CDBG and HOME funds in the Post/Franklin Revitalization Area is unusually low and will be explored with residents in the area during a community needs workshop in October to ensure that there aren't barriers to accessing resources.

## Leveraging

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

A great deal of money was used in this community that was not HUD money. This includes dollars received by the Battle Creek Housing Commission, SWMCDC (formerly Neighborhoods Inc.), Community Action Agency, and Summit Pointe, and the CCLBA.

- The City received and completed a Michigan Hardest Hit grant totaling \$99,300, resulting in 7 demolitions of blighted property.
- The CCLBA was awarded \$3.8 million by the State of Michigan in 2016 for demolition of blighted properties. Demolitions in Battle Creek began in June, 2017 and are expected to continue through 2018. It is anticipated that about two-thirds of the award will be spent eliminating blight within the City of Battle Creek.
- The City assisted the Battle Creek Area Habitat for Humanity with a grant application to the Michigan State Housing Development Authority (MSHDA) resulting in \$60,000 for the acquisition, redevelopment, and resale of a single family home in the Fremont/McKinley Revitalization Area.
- The City assisted SWMCDC with a grant application to MSHDA resulting in a \$35,000 Neighborhood Improvement grant to fund a “porch improvement and curb appeal program” in the Northcentral Revitalization Area
- The Homeless Coalition of Battle Creek and Calhoun County also administered \$305,356 of HUD Continuum of Care funds.

| <b>Fiscal Year Summary – HOME Match</b>  |         |
|--|---------|
| 1. Excess match from prior Federal fiscal year                                 | 255,884 |
| 2. Match contributed during current Federal fiscal year                        | 41,870  |
| 3. Total match available for current Federal fiscal year (Line 1 plus Line 2)  | 297,754 |
| 4. Match liability for current Federal fiscal year                             | 45,099  |
| 5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4) | 252,656 |

**Table 5 – Fiscal Year Summary - HOME Match Report**

| Match Contribution for the Federal Fiscal Year |                      |                            |                               |                              |                         |   |                |             |
|--|----------------------|----------------------------|-------------------------------|------------------------------|-------------------------|---|----------------|-------------|
| Project No. or Other ID                        | Date of Contribution | Cash (non-Federal sources) | Foregone Taxes, Fees, Charges | Appraised Land/Real Property | Required Infrastructure | Site Preparation, Construction Materials, Donated labor | Bond Financing | Total Match |
| 644  | 12/13/2016           | 870                        | 0                             | 0                            | 0                       | 0   | 0              | 870         |
| 658  | 11/29/2016           | 2,500                      | 0                             | 0                            | 0                       | 0   | 0              | 2,500       |
| 666  | 02/28/2017           | 0                          | 0                             | 28,500                       | 0                       | 4,830   | 0              | 39,830      |
| 668  | 10/18/2016           | 0                          | 0                             | 10,000                       | 0                       | 0   | 0              | 10,000      |
| 670  | 03/02/2017           | 2,245                      | 0                             | 0                            | 0                       | 0   | 0              | 2,245       |

**Table 6 – Match Contribution for the Federal Fiscal Year**

### HOME MBE/WBE report

| Program Income – Enter the program amounts for the reporting period |  |  |                             |   |
|---|--|--|-----------------------------|---|
| Balance on hand at begin-ning of reporting period \$                | Amount received during reporting period \$ | Total amount expended during reporting period \$ | Amount expended for TBRA \$ | Balance on hand at end of reporting period \$ |
| 0   | 0  | 0  | 0                           | 0   |

**Table 7 – Program Income**

| Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period |       |                                   |                           |                    |          |                    |
|--|-------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
|  | Total | Minority Business Enterprises     |                           |                    |          | White Non-Hispanic |
|  |       | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic |                    |
| Contracts  |       |                                   |                           |                    |          |                    |
| Dollar Amount  | 0     | 0                                 | 0                         | 0                  | 0        | 0                  |
| Number   | 0     | 0                                 | 0                         | 0                  | 0        | 0                  |
| Sub-Contracts  |       |                                   |                           |                    |          |                    |
| Number   | 0     | 0                                 | 0                         | 0                  | 0        | 0                  |
| Dollar Amount  | 0     | 0                                 | 0                         | 0                  | 0        | 0                  |
|  | Total | Women Business Enterprises        | Male                      |                    |          |                    |
| Contracts  |       |                                   |                           |                    |          |                    |
| Dollar Amount  | 0     | 0                                 | 0                         |                    |          |                    |
| Number   | 0     | 0                                 | 0                         |                    |          |                    |
| Sub-Contracts  |       |                                   |                           |                    |          |                    |
| Number   | 0     | 0                                 | 0                         |                    |          |                    |
| Dollar Amount  | 0     | 0                                 | 0                         |                    |          |                    |

**Table 8 - Minority Business and Women Business Enterprises**

| <b>Minority Owners of Rental Property</b> – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted |              |  |                                  |                           |                 |                           |
|--|--------------|--|----------------------------------|---------------------------|-----------------|---------------------------|
|  | <b>Total</b> | <b>Minority Property Owners</b>          |                                  |                           |                 | <b>White Non-Hispanic</b> |
|  |              | <b>Alaskan Native or American Indian</b> | <b>Asian or Pacific Islander</b> | <b>Black Non-Hispanic</b> | <b>Hispanic</b> |                           |
| Number   | 0            | 0  | 0                                | 0                         | 0               | 0                         |
| Dollar Amount  | 0            | 0  | 0                                | 0                         | 0               | 0                         |

**Table 9 – Minority Owners of Rental Property**

| <b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition |   |   |
|--|---|---|
| Parcels Acquired   | 0 | 0 |
| Businesses Displaced   | 0 | 0 |
| Nonprofit Organizations Displaced  | 0 | 0 |
| Households Temporarily Relocated, not Displaced  | 0 | 0 |

| Households Displaced | Total | Minority Property Enterprises     |                           |                    |          | White Non-Hispanic |
|----------------------|-------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
|                      |       | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic |                    |
| Number               | 0     | 0                                 | 0                         | 0                  | 0        | 0                  |
| Cost                 | 0     | 0                                 | 0                         | 0                  | 0        | 0                  |

**Table 10 – Relocation and Real Property Acquisition**

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

|  | One-Year Goal | Actual    |
|--|---------------|-----------|
| Number of Homeless households to be provided affordable housing units      | 15            | 5         |
| Number of Non-Homeless households to be provided affordable housing units  | 39            | 37        |
| Number of Special-Needs households to be provided affordable housing units | 30            | 0         |
| <b>Total</b>   | <b>84</b>     | <b>40</b> |

Table 11 – Number of Households

|  | One-Year Goal | Actual    |
|--|---------------|-----------|
| Number of households supported through Rental Assistance             | 15            | 7         |
| Number of households supported through The Production of New Units   | 0             | 0         |
| Number of households supported through Rehab of Existing Units       | 69            | 35        |
| Number of households supported through Acquisition of Existing Units | 0             | 0         |
| <b>Total</b>   | <b>84</b>     | <b>42</b> |

Table 12 – Number of Households Supported

### Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

Outcomes for affordable housing programs were significantly below goals. This discrepancy is due to a couple of unusual circumstances. These circumstances were either out of the City's control, the result of delays created by additional community engagement that will have a significant positive affect on achieving future goals, or related to challenges with implementing new programs.

The Minor Home Repair Program had a goal of 60 units and completed 31 units. Part of the reason for this is that the average project cost was high again due to the high number of roofing projects completed during the program year. Roof projects are allowed up to \$12,000, rather than the \$5,000 limit for other types of projects. Another significant reason for the shortfall was that the City did not receive its release of funds until July 25, 2016. This



resulted in the Minor Home Repair program not starting new projects until late August. At the end of the program year the minor home repair program had 12 projects in progress and 5 more committed which would have likely been completed in a full year but could not be counted towards 2016 goals.

The HOME Rehab Program had a goal of four units and completed three. The three completed were actually projects that hadn't finished up from the previous year. The City took over implementation of the HOME Rehab program from an outside agency in 2016. The resources were redirected into a new target area--from the Urbandale to the Northeast Revitalization Area. The City engaged the neighborhood planning council in the target area as well as other neighborhood stakeholders to develop a plan for targeting the resources as part of a more comprehensive plan. This community engagement process went very well, but did take much longer than anticipated. Recruitment for the program didn't begin until December as a result, but efforts to identify program participants went quickly thereafter. Four projects were underway but not completed at program year end and were not counted.

The Rental Rehab Program had a goal of four units and did not complete any units in the program year. This was the first year of the program and there were numerous challenges to getting the program going. These challenges included creating new program document templates; struggling at first to identify eligible projects that met the intent of the program; to problem solving issues related to mixed use development and local codes, to building capacity to work with smaller developers and property owners. One project was identified and is currently under contract. Now that a clear path for producing units in the future has been identified, remaining funds will be incorporated into the 2017 Rental Rehab Program.

The TBRA program had a goal of providing rental assistance to 15 households and served 7. The City had to find a new agency to provide this service after the agency that did it in year one declined to renew. It took about six months and a lot of tries. While many community stakeholders can agree that this program is needed finding the right fit was challenging. Salvation Army is now implementing the program and is having success.

### **Discuss how these outcomes will impact future annual action plans.**

The City will review its goals for the Minor Home Repair Program and consider lowering them via an amendment if it determines the average cost of projects is likely to stay high. Other than that the City is not planning to modify goals for any other programs at this time.

### **Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

| <b>Number of Households Served</b> | <b>CDBG Actual</b> | <b>HOME Actual</b> |
|------------------------------------|--------------------|--------------------|
| Extremely Low-income               | 2                  | 8                  |
| Low-income                         | 14                 | 2                  |
| Moderate-income                    | 15                 | 1                  |
| <b>Total</b>                       | <b>31</b>          | <b>11</b>          |

**Table 13 – Number of Households Served**

## **Narrative Information**

Experience shows that programs directed at serving homeowners and homebuyers tend to benefit low- and moderate-income persons, while programs benefiting renters often serve those with lower incomes those with extremely low- and low-income beneficiaries. This is consistent with historical data from both the CDBG and HOME programs.

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Outreach to homeless people is conducted by the staff of the SHARE Center. Staff regularly visit camps of homeless people and provide a day shelter which offers coffee, computer access, bathrooms and laundry facilities. The SHARE Center is open daily from 8:00 am-8:00 pm. During bad weather, it stays open 24 hours a day. It has expanded its meal schedule and sees an average of 120 people per day. The SHARE Center works closely with the Department of Veterans Affairs to support all the veterans who use the Center, is funded by the Michigan State Housing Development Authority's Emergency Solutions Grant program and funding from Summit Pointe, Battle Creek's Community Mental Health Authority. The SHARE Center also houses Summit Pointe's Housing program. The SHARE Center uses HMIS and uses its assessment tool, the SPDAT. Staff at the Haven and S.A.F.E. Place also engage people in services and help find housing. The VA also has outreach staff who work with the shelters to enroll homeless veterans in services. The Ark of Kalamazoo also conducts outreach in Battle Creek to engage homeless youth under the age of 18.

Each year the Homeless Coalition organizes a Homeless Health Fair/Project Homeless Connects/VA Stand Down which offers free haircuts, meals, toiletries, blankets, health care services and other services to engage homeless people. In 2016, the annual outreach event was hosted at the City's recreation facility, Full Blast and served 497 people in need of housing and services.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

While often full to capacity, the City of Battle Creek's inventory of emergency and transitional beds is usually adequate to fill the need of homeless people. There is a continuing need for case management to help people connect to housing, employment and services, and rental assistance to help families and individuals move to permanent housing. Shelter and services for victims of domestic violence are provided by S.A.F.E. Place which is always full and is seeking to expand their programming and stabilize ongoing funding of operations.

This is an unmet need in permanent supportive housing and in affordable housing in quality condition for families and individuals. Homeless providers work creatively to obtain private donations, government funding and foundation funding to fulfill their missions to help homeless people and others leaving unsafe home situations. They work constantly to maintain funding for their current inventory of shelter beds and services.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that**

## **address housing, health, social services, employment, education, or youth needs**

Organizations that provide homelessness prevention in Battle Creek include Southwest Michigan Community Development Corporation, Inc., which provides foreclosure counseling and helps people restructure their debt and mortgages; Goodwill Financial Opportunities Center which also provides budget and foreclosure counseling; Legal Services which provides legal intervention and education about foreclosures and evictions; and Summit Pointe Housing is the Housing Access Resource Agency (HARA) for Calhoun County which and provides eviction prevention services and help for homeless people to find housing. Summit Pointe Housing helps homeless people through four funding streams, three of which receive funding from the Michigan Housing Development Authority (MSHDA). Calhoun County Department of Health and Human Services, Salvation Army and Community Action also provide security deposit and utility assistance to prevent and resolve homelessness.

The Homeless Coalition has negotiated discharge protocols with local police departments and hospitals in past years. There is a need to reexamine these protocols with the Calhoun County Jail, Calhoun County Sheriff's Department, the Battle Creek Police Department, and the two local hospitals, Bronson Battle Creek near downtown and Oakland Hospital in Marshall. Integrated Health Partners provided medical case management and follow-up to frequent users of emergency rooms. Work needs to be done with all of these organizations to provide greater homeless prevention services.

The Haven's Jail Ministry works with people in Calhoun County's jail who do not have a place to live after release. CityLinC runs a Second Wind program that links people released from jail with employment and support.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

There is a shortage of safe, quality, affordable housing in Battle Creek for low-income families and individuals. Homeless people can seek housing assistance from Summit Pointe Housing located in the SHARE Center. A housing case manager works with families and individuals to see if they qualify for available housing assistance. The first step is always to obtain Social Security cards and birth certificates. The Haven, the SHARE Center, Summit Pointe Housing and the Volunteers of America's Supportive Services for Veteran Families all use the SPDAT, needs assessment tool to prioritize housing services to those in highest need.

Sources of short term rental and utility assistance include the Calhoun County Department of Health and Human Services State Emergency Relief, the Salvation Army's Social Services Program, Community Action and area churches. Currently, families and individuals in need of housing assistance need to approach each individual organization for assistance.

The Haven provides case management to help families and individuals gain a regular income to pay for housing and to access community resources to help prevent further episodes of homelessness. Goodwill's Financial

Opportunities Center has a financial fitness program to help people work through debt and low credit scores. Legal Services provides legal services and eviction prevention. Women's Co-op provides support for women leaving poverty and seeking help through their store, volunteering and the Solutions Highway Program. Southwest Michigan Community Development Corporation provides homeownership counseling for those interested and able to own their own home, and also rents units to people recovering from homelessness. The Haven provides limited supportive permanent housing, currently three single family units for families and 15 units for individuals.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

The Battle Creek Housing Commission provides subsidized housing through various programs in the City of Battle Creek. The Commission was created on August 9, 1960 through a City ordinance. The five member Housing Commission is appointed to five year terms by the mayor with approval by the City Commission. The Housing Commission owns and manages 320 public housing units, administers the Housing Choice Voucher program and owns and manages 42 units of scattered site homeowner units. The following is a list of the public housing facilities and unit type.

Northside Drive Homes – (16) 2 and 3-bedroom single family homes

Parkway Manor – (84) 1, 2, 3 and 4-bedroom townhomes

Cherry Hill Manor – (150) 1-bedroom apartments

Kellogg Manor – (70) Efficiency and 1-bedroom apartments

Home Ownership Program – (42) 2, 3, and 4-bedroom single family homes

The public housing units provided by the Battle Creek Housing Commission are in good condition and currently there are 126 families on the waiting list. The Housing Commission receives from \$350,000 to 450,000 yearly for renovation and maintenance expenses from HUD'S Capital Fund Program. In 2016, the Commission received a \$450,141 grant. In 2017, the Commission expects to receive \$417,801.

In addition to the public housing units and the scattered site homeowner units, the Battle Creek Housing Commission administers the Housing Choice Voucher program. Currently, it administers 680 vouchers in Battle Creek, Albion and Portage. The majority of vouchers are in Battle Creek (585). The current waiting list is estimated at 341.

In 2017, the Commission expects to receive \$2,832,537 for its Housing Choice Voucher program.

The Housing Commission assists mostly extremely low income and very low-income households in its public housing units and mostly very low and low-income families with Housing Choice vouchers. The homeownership program predominantly assists low-income households. According to Commission representatives, families interested in the homeownership program must earn at least \$18,000 per year and have full time employment. Many of the existing residents of the homeowner units were former public housing and/or Housing Choice voucher recipients. The opportunity for homeownership provided the needed incentive for these families.

### **Actions taken to encourage public housing residents to become more involved in management and participate in homeownership**

During the program year the Battle Creek Housing Commission conducted resident input meetings to obtain feedback regarding the types of activities and improvements which are most needed and would provide the greatest benefit to Public Housing residents and the community. The general public as well as members of local government were extended invitations to participate in these meetings. The meetings are also used to inform residents of planned facilities improvements and serve to assure the proper expenditure of Capital Grant Funds.

### **Actions taken to provide assistance to troubled PHAs**

The Battle Creek Housing Commission is not and has never been a troubled public housing authority.



## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

The City of Battle Creek completed two housing studies and one review of redevelopment practices in recent years that speak to the impact of public policies on affordable housing. No ordinances were specifically identified as creating a barrier to the development of affordable housing, but a number of procedural changes and new policy ideas were proposed for further consideration by the City. In 2013, McKenna Associates prepared a comprehensive housing study and an analysis of impediments to fair housing that recommended a number of specific ordinance amendments and development incentives. In 2015, the City was selected as a Redevelopment Ready Community (RRC) program participant by Michigan Economic Development Corporation which involved an assessment of the City's community revitalization efforts and provided recommendations for improving redevelopment efforts. These reports are available online at [www.battlecreekmi.gov/186](http://www.battlecreekmi.gov/186).

Actions that have been taken in recent years include:

- The City's Planning Division made a number of changes to its development review policies and procedures to improve and expedite service to the community and developers including: offering conceptual site plan review meetings for applicants; incorporating neighborhood planning council outreach information into the public participation strategy; and creating greater clarity around the development process by adding development review process flowcharts with timelines to the city website.
- Held a number of community conversations on the City's building inspections process that resulted in the creation of an advisory group with citizen and stakeholder representation that recommends changes to inspections policies and procedures.
- Modified the City's Vacant and Abandoned Buildings ordinance to create greater accountability around the most derelict properties while easing some provisions in order to help private owners return properties to productive use. Many of these properties are located in low- and moderate-income neighborhoods.

## **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

Public funding for community development activities is limited and the problems to be addressed in neighborhoods are complex and numerous. Strategies are based on giving neighborhoods tools to address blight and make rentals safe by funding code compliance and demolition; and home repair for those who cannot afford to repair their homes. CDBG funding was also used for program delivery costs, public engagement and strategic planning for 20% of the CDBG allocation. Planning and public engagement has been a key to pursuing additional funds from the State and local funders.

For the HOME program, which has seen decreased funding in most years, funds were allocated to preserve



affordable housing by funding rehabilitation of housing and by providing tenant-based rental housing in partnership with nonprofit organizations.

While almost all funded activities occur in low- and moderate-income areas, the unmet need is large. The City has 731 registered vacant buildings; over a thousand people experience homelessness each year; and, approximately 3,550 households are severely housing cost burdened meaning that they pay over 50% of their income in housing and utility costs. Funds are targeted to be strategically used to address community needs. The 2014 public engagement process and needs assessment for the Consolidated Plan informed these allocation priorities. Numerous public workshops are held each year to ensure that the strategies developed continue to address priority needs.

### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

Any housing unit that is rehabilitated, modernized, weatherized, or reconstructed using City or entitlement dollars must address lead paint hazards that are present. When Lead Inspections/Risk Assessments are required, they are done before work begins and when finished a Lead Clearance is required, all provided by a licensed Lead Inspector. All sub-recipients must comply with federal regulations for lead hazard reduction and/or abatement in an effort to reduce the hazards of lead paint in the community. Every homeowner is provided a pamphlet education about the lead risks before any rehabilitation work begins. The City verifies these requirements have been met by monitoring programs yearly.

The Calhoun County Public Health Department and the City of Battle Creek started a Lead Poisoning Prevention Task Force in January of 2016 as a way for agencies within Calhoun County to share information about lead resources and activities. The initial focus was on stakeholders that serve areas that have had high levels of positive lead testing in the past.

Since then the group has grown substantially. The task force is now a diverse group with representation from state, county, city, village and township governments; public health agencies, early childhood service providers, and non-profit housing providers. The group has been meeting monthly to create action in three areas: increasing lead testing in children, decreasing lead exposures in homes and the environment, and creating greater public awareness about the risks of lead poisoning.

In October of 2016 the task force released its “Get the Lead Out” Comprehensive Plan to address lead poisoning in Calhoun County. A \$70,000 grant from the Battle Creek Community Foundation was awarded to help fund strategies in the plan. The City is the lead grantee in a \$1.5 million grant application to the State of Michigan to fund a county-wide lead abatement program.

### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

CDBG and HOME funded programs serve as the cornerstone of the City’s efforts to address community development needs, including poverty. Programs and projects funded during the 2016-17 program year which addressed the causes, as well as the symptoms of poverty, included the following:

- Housing rehabilitation for low- and moderate-income individuals unable to secure financing to

address health, safety, and accessibility issues in their homes.

- Financial literacy and budgeting classes offered through SWMCDC to encourage asset growth and proper money management techniques and responsible use of credit.
- Tenant-based Rental Assistance to assist people that are trying to get back on their feet with access to affordable housing.

Other actions include collaborative efforts through the Battle Creek Area Homeless Coalition and BC Vision such as:

- Creation of an ID Task Force to make getting an ID much easier for homeless individuals seeking housing, employment, or benefits.
- Increasing the number of landlords participating in leasing to extremely low-income, homeless or at risk individuals through the Rental Round Table.
- Work began in 2016 on an eviction diversion program to help at risk tenants including poor families maintain their housing and access resources.
- A Workforce development action team made up of work force agencies, as well as business and education leaders to increase workforce readiness training and host a job and resource fair for unemployed residents.

### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

The City of Battle Creek continues to improve, and expand on, its collaborative efforts. Efforts are made to fill gaps identified through Consolidated Planning Workshop sessions, outreach sessions with citizen groups, meetings of local collaborative bodies and consultations with sub-recipients and other service organizations with similar missions. Staff will continue to identify and reach out to agencies and organizations that may be key partners in addressing the needs of low and moderate income persons within Battle Creek.

Community Development staff are involved with the Battle Creek Area Homeless Coalition, The Coordinating Council, the Housing Solutions Board and various other boards and committees. As required, staff also continue to meet with many agencies in the community and provide technical assistance for those in need.

The City and the Calhoun County Land Bank Authority (CCLBA) continue to collaborate on housing and neighborhood development activities including the application for State of Michigan Housing and Hardest Hit Fund grants.

The City has provided technical assistance to Battle Creek Area Habitat for Humanity around becoming a Community Housing Development Organization (CHDO) for the HOME Program. The Battle Creek Area Habitat for Humanity was able to add four new low-income members or members that live in the CBDG LMI areas to its Board of Directors. Habitat was certified as a CHDO by the City in April, 2016 and by the State of Michigan in July, 2017. Habitat was awarded \$60,000 in State HOME funds in 2017.

The City, SWMCDC, Community Action, Habitat for Humanity, and the CCLBA and other local agencies continue to work together to coordinate housing services and programs to families and to do joint planning to increase neighborhood impact. Working groups to coordinate the work of agencies building wheel chair ramps, collaborate

in doing outreach to local and MBE/WBE contractors, to develop new lead abatement programs and to review neighborhood data and choose target areas for services, are examples of progress being made in this area.

The City continued to assist in the coordination of community engagement and visioning efforts throughout the program year. City representatives participated and provided leadership in BC Vision, an ongoing community-wide economic development effort. The City continued to work closely with partners in engaging citizens, inviting the CCLBA and SWMCDC to be co-facilitators of engagement workshops during the program year, in order to bring additional expertise to bear on issues residents had previously highlighted.

### **Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

Actions taken to enhance coordination between public and private housing and social service agencies include the City's participation in rental property owner outreach, the Calhoun County Lead Poisoning Prevention Task Force and BC Vision.

#### **Rental Roundtable**

Nonprofit housing and homeless service providers working with homeless families and individuals wanted to improve relationships with area landlords and to educate area landlords about their rights and responsibilities as rental property owners. The goal of the rental property owners outreach is to develop better relationships with owners of rental housing to provide more opportunities for homeless families and individuals to find safe, affordable housing.

Providers started meeting in the summer of 2015 to discuss coordinating housing services and outreach to rental property owners and called themselves the Rental Housing Roundtable, a committee of the Battle Creek & Calhoun County Homeless Coalition. The work of the Rental Housing Roundtable has been to:

- Educate each other about housing issues and to get to know each other
- Promote and expand Legal Services' Eviction Diversion program and work with Monday's Landlord-Tenant Court
- Organizing outreach and education to rental property owners

The Rental Housing Roundtable initiated hosting meals for area rental property owners with presentations about available nonprofit services, City services and rental assistance. Events are held quarterly and typically attended by 35 to 55 participants quarterly.

#### **Calhoun County Lead Task Force**

In 2015, the Community Development Division (CDD) partnered with the Calhoun County Public Health Department to reconstitute the Calhoun County Lead Poisoning Prevention Task Force, a collaborative that has since grown to include 16 organizations. The task force's work is directed by its "Get the Lead Out" plan of action, published in October 2016. The plan includes goals in three areas: increasing lead testing for children ages 0-6; increasing awareness and public education regarding the hazards of lead; and remediating lead in homes and the

environment.

In the 2016-17 program year implementation of the plan has resulted in a projected doubling of the number of kids tested for elevated blood lead levels each year; better data sharing amongst stakeholders and the public; increased resources allocated for lead assessments and abatement in the city; a \$40,000 public awareness campaign targeting families with young children and health practitioners; and scheduled nurse visits for all children testing positive for lead.

## **BC Vision**

BC Vision is a community-wide economic development effort being led and supported by a wide range of community stakeholders including the City of Battle Creek, the Kellogg Company, the WK Kellogg Foundation, the Battle Creek Community Foundation, Battle Creek Unlimited, local school districts, the WK Kellogg Community College, and dozens of non-profits, employers, small businesses, and resident groups. BC Vision has six action teams: College and Career Readiness, Kindergarten Readiness, Culture of Vitality, Workforce Development, Small Business, and Large Business.

The City of Battle Creek is very much involved in the work of BC Vision, particularly in the area of creating a culture of vitality. The Battle Creek City Manager is on the BC Vision steering committee and the Assistant City Manager is one of the co-chairs off the Culture of Vitality action team. Numerous city staff from various city departments are participating in the culture of vitality action team.

The City applied for and was awarded a \$1.5 million economic and community development grant from the W.K Kellogg Foundation (WKKF) in 2017. About half of this grant is for the creation of a housing program that strengthens neighborhoods by offering incentives to Battle Creek Public School teachers to purchase homes within the school district. This program is being evaluated along with WKKF grants to Michigan Works and the Battle Creek Public School District around employment and education in low and moderate income neighborhoods in Battle Creek. The combined evaluation is intended to increase collaboration by creating shared goals and outcomes.

## **Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

As a condition of receiving HOME and other HUD formula based funding, the City of Battle Creek is required to certify that it will affirmatively further fair housing. This requires the City to identify and address impediments to fair housing choice. HUD defines an impediment to fair housing choice as:

- Any actions, omissions, or decisions taken because of race, color, religion, sex, disability, familial status, or national origin which restrict housing choices or the availability of housing choices;
- And any actions, omissions, or decisions which have the effect of restricting housing choices or the availability of housing choices on the basis of race, color, religion, sex, disability, familial status, or national origin.

The City contracted with the Fair Housing Center of Southwest Michigan to do sixteen fair housing events during

the 2016-17 program year. These include a conference, four community conversations, and eleven trainings. A total of 227 people participated in the fair housing events.

The City continued its work with the recently reconstituted Human Relations Board to increase constructive communication among all people regardless of race, ethnicity, color, religion, national origin, sex, age, height, weight, marital status, physical or mental disability, family status, sexual orientation, gender identity, or socioeconomic status to promote productive relationships and equitable access to community resources for all. The board reviewed and advised on all fair housing issues including the results of the 2015 systemic investigations.

Lastly, the City contracted with the Fair Housing Center of Southwest Michigan to conduct three systemic housing investigations during the 2016-17 program year. A systemic housing investigation is an investigation of alleged discrimination that is pervasive or institutional in nature, or where the collection and analysis of data to develop a complaint will involve complex issues, novel questions of fact or law, or will potentially affect a large number of persons. The three systemic investigations focused on disparate impact of criminal record on individuals of different races seeking housing; differences in treatment of individuals of different races seeking homeowners insurance, and differences in treatment of individuals with different national origins seeking housing.

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City of Battle Creek monitors all sub-recipients every program year. All programs (including those internally administered) are required to submit quarterly progress reports. Community Development staff meet two times a month to discuss comprehensive planning and progress towards addressing priority needs.

Regarding the HOME program:

CFR 92.251 (b) (3) Frequency of inspections states that "the participating jurisdiction must conduct an initial property inspection to identify the deficiencies that must be address. The participating jurisdiction must conduct progress and final inspections to determine that work was done in accordance with work write-ups."

The City of Battle Creek has established a policy that requires at least three inspections on every HOME-funded Homeowner Rehab, ADR and Rental Rehab project. The City's Housing Rehab Coordinator, an experienced contractor for rehab projects and a former Code Compliance official, inspects properties and provides a written statement documenting each inspections and its results for the file. The Housing Rehab Coordinator does a pre-construction inspection with a cost specification before any rehab project is approved, then a mid-construction inspection is scheduled around the second draw of funds or when the project is nearing its mid-point. Before the final draw of funds is made, the Housing Rehab Coordinator checks to see that all City permits have been finalized and a certificate of occupancy has been issued, and then conducts a final inspection.

All units assisted with TBRA receive a Housing Quality Standards (HQS) inspection by a Code Compliance officer. All units assisted are also required to be registered rentals with the City of Battle Creek. All registered rentals have to be inspected every three to six years depending on the renewal schedule and whether any complaints have been received.

All Rental Rehab properties, whether assisted with HOME funds or CHDO-Proceeds are inspected the required at least three times during the construction process and within 12 months of project completion. They are then inspected every three years by a Code Compliance Officer. Annually, the nonprofit owner of the rental rehab properties certifies that each property is suitable for occupancy, taking into account State and local health, safety, and other applicable codes, ordinances and requirements.

## **Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to**

## **comment on performance reports.**

The following measures were undertaken in accordance with the City's Citizen Participation Plan to ensure citizens have reasonable notice and an opportunity to comment on performance reports:

The City notified the public via a public notice ad in the Shopper News on August 31, 2017 that under the Housing and Community Development Act of 1974, as amended and the Cranston- Gonzalez National Affordable Housing Act of 1990, the City of Battle Creek is required to do the following:

Complete a performance report detailing the progress of the Community Development Block Grant and HOME Investment Partnership programs.

Make the report available for public comment for at least 15 days.

Hold a public hearing.

The Battle Creek City Commission will hold a public hearing on Tuesday, September 19, 2017, at 7:00 p.m. in the City Commission Chambers, Room 301, City Hall, 10 North Division Street for the purposes of hearing public comment on the Consolidated Annual Performance Evaluation Report (CAPER).

Under the Housing and Community Development Act of 1974, as amended and the Cranston- Gonzalez National Affordable Housing Act of 1990, the City of Battle Creek is required to complete a performance report detailing the progress of the Community Development Block Grant and HOME Investment Partnership programs. This report, called the CAPER, must be available for public comment for at least 15 days.

A copy of the CAPER will be available from Tuesday, September 5, 2017, through Thursday, September 21, 2017, in the City's Community Development Division during normal business hours for public review and online at [www.battlecreekmi.gov/183](http://www.battlecreekmi.gov/183). The Community Development Division is located in City Hall, 10 North Division Street, Room 117. Citizens wishing to make comments may do so either at the public hearing or in writing to: Mr. Chris Lussier, Community Development Manager, Community Development Division, 10 North Division Street, Room 117, Battle Creek, MI 49014.

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

Outside of the consolidation of the priority needs areas, which is described in the goals and outcomes section of this report no changes in the City's program objectives is planned. The City did modify its Consolidated Plan to include funding of a lead assessment program. The lead assessment program was included in the 2017-18 Annual Action Plan.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**



## **CR-50 - HOME 91.520(d)**

### **Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

All Rental Rehab properties, whether assisted with HOME funds or CHDO-Proceeds are inspected the required at least three times during the construction process and within 12 months of project completion. They are then inspected every three years by a Code Compliance Officer. Annually, the nonprofit owner of the rental rehab properties certifies that each property is suitable for occupancy, taking into account State and local health, safety, and other applicable codes, ordinances and requirements.

The only properties that are subject to this requirement are 18 N Wabash Ave. and 94-96 Harvard St., both of which were inspected in the 2015-16 program year. Both will be reinspected in the 2018-19 program year.

### **Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units.**

**92.351(b)** No City of Battle Creek rental or homebuyer projects contain five or more HOME-assisted housing units. Except for the Rental Rehab of 94-96 Harvard which was a duplex, all properties assisted with HOME funds for HOR or ADR are single family properties. All HOME sub-recipients and nonprofit CHDO developers follow Fair Housing law and principles.

Currently all assisted properties are occupied. ADR properties and rental rehab properties are widely advertised in the local papers, at the Battle Creek Housing Commission and on the internet. When our CHDO was slow to rent and sell assisted properties, the City required a monthly report on marketing activities. All properties were sold or rented with the regulatory timeframes.

### **Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

No HOME funded projects completed during the 2016-2017 Program Year generated program income.

### **Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

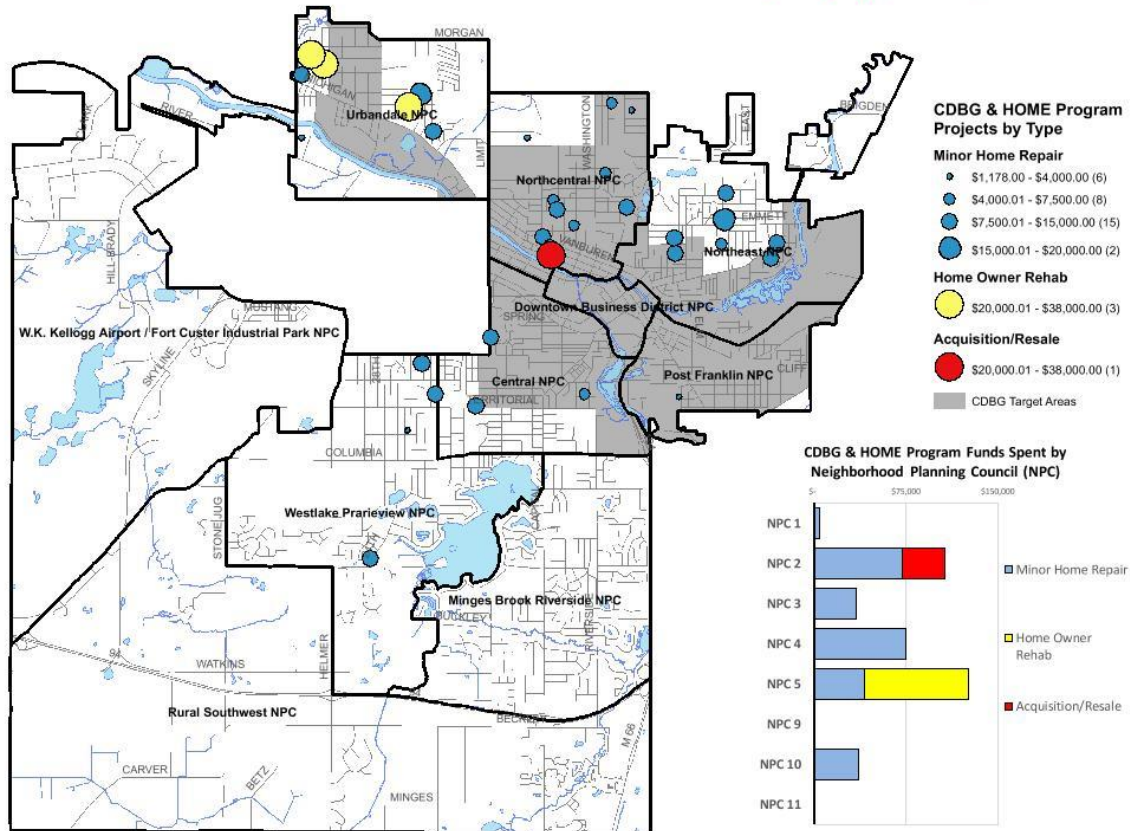
The City of Battle Creek worked with its local Habitat for Humanity to become a CHDO, registered with both the City and the State. In the 2016-17 program year City staff assisted Habitat and SWMCDC with applications to State programs to redevelop or maintain affordable housing in targeted Battle Creek neighborhoods. These efforts resulted in two awards totaling \$95,000.



# Attachments

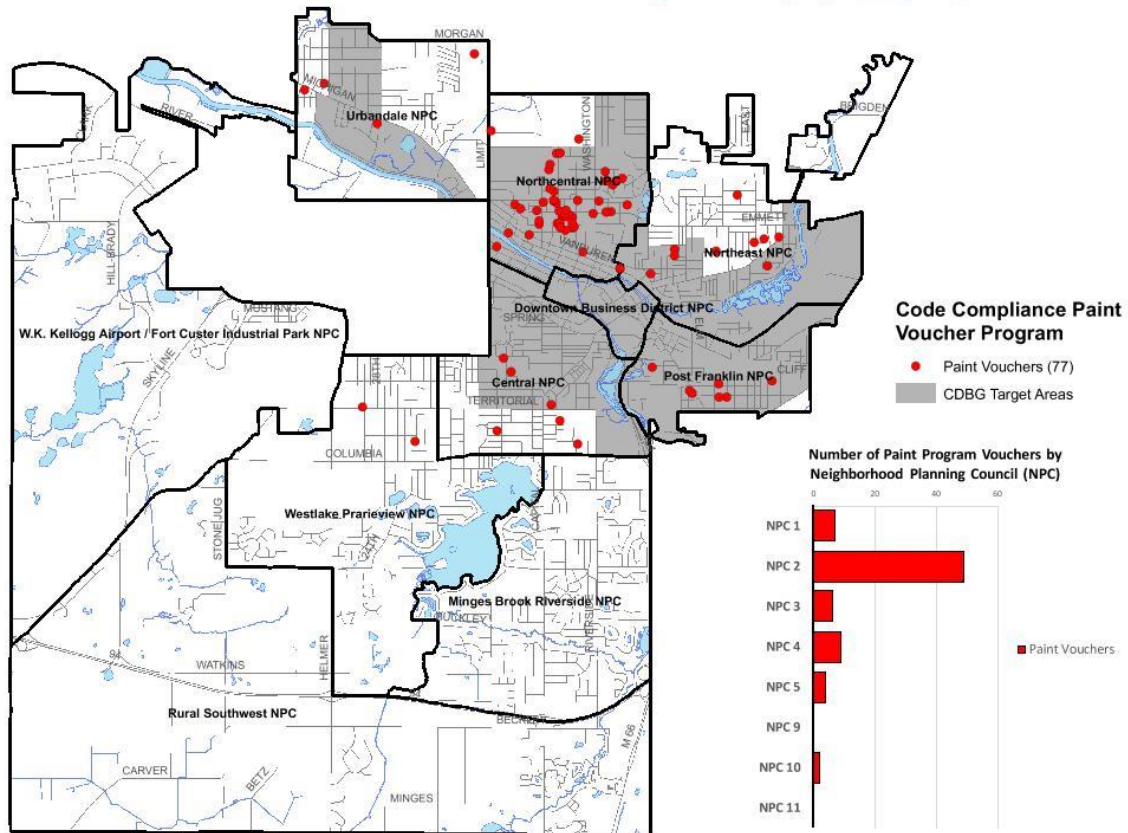
## Map of CDBG and HOME Projects

2016-17 Community Development Target Areas: **CDBG and HOME Funded Projects by Type, Amount, and NPC**



# Map of Paint Vouchers

2016-17 Community Development Target Areas: **Paint Voucher Program Results (May-August, 2017)**



# Map of Code Outcomes in Target Areas

2016-17 Community Development Target Area Metrics: **Code Enforcement Outcomes in CDBG Target Areas**

